

CCIFD Meeting Minutes – September 8, 2021

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, September 8, 2021. The meeting will be held at the City of Chandler – Fire Department Administrative Offices, 151 East Boston Street, Chandler, Arizona.

The following agenda items were considered at the meeting:

- A. The meeting of the CCIFD board was called to order at 6:03 p.m. by Chair E. Hurley.
- B. Roll Call: Chair E. Hurley, Clerk J. Gerber and members K. Hasper and E. Lu.

Item 1: Review and approval of the governing board meeting minutes of June 23, 2021 (CCIFD #21-027):

Motion by Gerber / 2nd by Lu: To approve the minutes of the June 23, 2021 meeting as submitted; Passed 4-0.

Item 2: Call to the Public: None.

Item 3: Report from the fire chief regarding the provision of fire and EMS to the CCIFD, including but not limited to the following items (CCIFD #21-n/a):

- a) Monthly response and service report: July and August 2021.

Chief Chapman provided the board with a summary of the July and August response reports into the county islands and answered general questions concerning information contained within the reports. Chief Chapman discussed that there was nothing out of the ordinary for the past two months.

Discussion only – no action taken.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports: June, July and August 2020 (CCIFD #21-028):

The reconciled monthly finance reports for June and July from Maricopa County were presented by Administrative Manager Vaughn and reviewed, as were the monthly financial reports prepared by the District's CPA (finance reports included in the board packet). August will be reviewed at the next meeting.

Motion by Gerber / 2nd by Hasper: To accept the financial reports as presented; Passed 4-0

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b) Review of invoices / payables and authorization for payment (CCIFD #21-029):

Invoices for payment were presented (included in board packet for May, June, July & August; PolicyLogic, LLC (\$2,832.13 & \$1,191.50); Angela Bertram, CPA (\$292.50 & \$382.50).

Motion by Hurley / 2nd by Gerber: To approve the invoices as presented for payment; Passed 4-0).

Item 5: Consideration of engaging the firm of Angela D. Bertram, CPA for the purposes of providing the district's accounting services for the fiscal year beginning July 1, 2021 and ending June 30, 2022 (CCIFD #21-030)

Administrative Manager Vaughn discussed the annual engagement letter from the board's CPA, Angela Bertram and recommended retention of Ms. Bertram by the CCIFD. There were no changes to the contract from last year.

Motion by Gerber / 2nd by Hasper: To retain the firm of Angela Bertram, CPA for accounting services; Passed 4-0.

Item 6: Consideration of retaining a firm for the purpose of performing an annual audit of the district's financial records for the fiscal year ending June 30, 2021 pursuant to A.R.S §48-253. (CCIFD #21-031).

Administrative Manager Vaughn presented the proposal by SC Audit & Accounting Solutions for \$2,625. There was general discussion by the board concerning the proposal.

Motion by Gerber / 2nd by Hurley: To retain SC Audit & Accounting Solutions for financial audit services for the fiscal year ending June 30, 2021; Passed 4-0.

Item 7: Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (November 10, 2021) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #21-032):

- Standard agenda items.

Item 8: Announcements:

- None

Item 9: Adjourn: Motion by Hurley / 2nd by Gerber: To adjourn the meeting at 6:21 p.m.; Passed 4-0.

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CCIFD meeting minutes approved: November 10, 2021.

Edward R. Hurley, Board Chair

Jeff Gerber, Board Clerk

Kevin Hasper, Board Member

Emily Lu, Board Member